



**Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Drinking Water Program**

**Registration of Underground Discharges to Residential Injection Wells (four units or few
Modification to an Existing UIC Registration (BRP WS-06e)
Instructions and Supporting Materials**

Introduction

DEP *Permit Applications*, as well as *Instructions & Support Materials*, are also available for download from the DEP Web site at mass.gov/dep in two file formats: Microsoft Word and Adobe Acrobat PDF. Either format allows documents to be printed.

Instructions & Support Materials files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

Permit Applications in Microsoft Word format must be downloaded separately. Users with Microsoft Word 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.

Permit Name	Registration of Discharges to Class V Injection Wells and/ or Modification of an Existing Registration (residential units/residential activities)
Permit Code	BRP WS06 e
Purpose of Registration	Regulating the injection of fluids to the ground is necessary to prevent contamination of groundwater used as drinking water sources.
For Assistance with this application	Contact MA DEP Bureau of Resource Protection, Underground Injection Control Program: (617) 348-4014
Who must apply	Any party who has discharged or is discharging to a Class V well as defined in 310 CMR 27.00 must apply unless exempted by 310 CMR 27.07. Residential or commercial structures discharging to an on-site septic system receiving only sanitary wastewater and designed for 20 persons or fewer are exempt.
Fees	<ul style="list-style-type: none">The application fee is due when the application is submitted and is based on the type of UIC Class V well being registered:<ul style="list-style-type: none">e. Residential Wells (WS-06e) - Registration Fee – EXEMPTIf the Application is submitted for a Modification to an existing Registration there is no fee and no transmittal number needed.Though there is a one-time registration fee, for most Class V wells, there is currently no annual compliance fee associated with UIC Class V Wells.



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**What
regulations
apply?**

Regulations that apply primarily include, but are not limited to:

- Underground Injection Control Program, 310 CMR 27.00.

These regulations may be purchased at

State Bookstore
Massachusetts State House
Room 116
Boston, MA 02133
617-727-2834

State Bookstore West
436 Dwight Street, Room 102
Springfield, MA 01103
413-784-1376

Or found on the internet @:

<http://www.mass.gov/dep/brp/dws/dwsforms.htm#uic>

**What other
requirements
must be
considered?**

Applicants should consider the need to obtain the following permits or sanctions:

- Wetlands requirements should be checked through the local Conservation Commission.
- A DEP Title 5 Permit (310 CMR 15.00) may be required.
- Local Board of Health requirements should be investigated.

Note: The additional requirements listed above are examples intended to serve as a guide to the applicant. They do not necessarily include **all** possible additional requirements.

**How long is the
Registration
valid?**

All UIC registrations except any dewatering type activities will remain valid for the life of the program pending that the Owner /Operator submits a UIC Modification application when pertinent inventory information changes.

How to Apply

To submit an application to DEP, follow the steps described below:

Step	Action
1.	Complete the appropriate form - BRP WS-06e Application Form. Include all specified information. Use additional sheets if necessary.
2.	Submit a BRP WS-06e Application Form with all specified attachments to the: MA Department of Environmental Protection BRP Drinking Water Program Underground Injection Control Program One Winter Street, 6th Floor Boston, MA 02108
3.	Retain a copy of the complete application package for your files.



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Instructions to assist with completing the form:

- Transaction Type:**
- **Initial Registration – new** - if new or proposed well check box on the form.
 - **Initial Registration– existing** - if well existed prior to 9/13/02 and/or it has not previously been registered check box on the form.
 - **Change in or Additional Well Codes** - if converting from one Well Code to another or discontinuing the use of one Well Code and continuing a previously unregistered Well Code check box on the form
 - **Closure/Registration** - Closing the well check the box on the form.
 - **Modification** - if updating the inventory information check appropriate item(s):
 - ☐ Change of Owner/Operator ☐ Change in or Additional Well Code
 - ☐ Change in Location Well(s) ☐ Change in # of discharge wells (+/-)

UIC Modification: Must be submitted to DEP when either the owner/operator information changes; there is a new well location; the number of wells (area registration) increases or decreases and/or there is a change in or additional well codes are added.

UIC Registration number: If submitting a Modification Application enter the UIC ID # which was assigned to the well(s) by DEP when you initially registered the system and then fill out on the form all new and or updated information

A. Residential Unit Information.

Residential Unit Name: For a single unit or multiple unit structure (up to 4) where the owner lives in one of the units Insert "Private Residence".

Water Supply: List whether the units are supplied water from a Public Water System (PWS) or whether there is a private well on site".

B. Owner Information

Name and address of owner (if not the same as the residential unit): Enter the **legal** / corporate name (i.e., Acme Products, Inc.) and address of the owner of the company if different than the residential unit name in Section A. The company name must be a legal, active name registered with the state of Massachusetts, unless otherwise exempted by the Department of Commerce regulations.

C. Injection Well Information

Individual or Area (multiple wells on the same site): Mark "Individual" or "Area" to indicate the type of registration desired. Note that registrations are at the discretion of the State UIC Director and that wells if an area registration is requested the number of wells to be included in the registration must be specified and the wells described and identified by location. If the area has a commonly used name, such as the "Jay Field," submit the name in the space provided. Each such case will be considered individually, if the owner/operator elects to seek an area registration.

To be accepted as an Area registration all wells must:

- be in the same State
- be in the same Municipality (with some limited exceptions)
- have the same owner (property or facility)

and all the wells:

- must be the same well type (i.e. 5D2, 5G30, 5X18)

Well Type & Well Code: Obtain appropriate Well Type(s) and Well Code(s) from the Class V Injection Well Type Table at the end of these instructions.



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C. Injection Well Information (cont.)

Type of Discharge: Select type(s) of fluid discharge to UIC well (i.e. backwash from water purification units, stormwater).

Water Purification Units (5x18): List types of units discharging to the well. Provide manufacturer's specification sheets on the units. Discharges from water purification units treating for radon, radionuclides or uranium are not allowed. Check with your Board of Health with respect to additional local restrictions.

Discharges from sumps (5G30): Chemicals (paints, cleaners, pesticides, fertilizers, cleaning chemicals, etc.) cannot be stored in the area that drains to the sump that are not contained (bermed or in a water tight cabinet). If a heating oil tank is in the area that drains to the sump it must be bermed. Bermed area must be able to contain 110% of the capacity of the tank.

Sumps or floor drains (5G30): Are not allowed to be discharged into a Class V well if in an area where motor vehicles are store or serviced. An absorbent material should be used to clean up any motor vehicle fluids.

Closed loop geothermal heat pump (5A7): If the fluid in the pipes/pumps contain any chemicals in addition to water then an MSDS must be submitted on any chemicals in the system.

Open loop geothermal heat pump systems (5A7): If the pump discharges the effluent from the system into a different aquifer than the aquifer used for the intake, the applicant must prove that they are not discharging water containing any parameters that violate the primary drinking water standards or MA DEP groundwater discharge standards.

Stormwater (5D2): Cannot come in contact with material (liquid or solid) that can be carried into the Class V well that could contaminate groundwater.

Number of Entry Points: Entry point number to a UIC well is either the number of floor drains, roof drains, catch basins or treatment devices backwashing and/or the number of any other type of entry point.

Depth to water table and Depth to bedrock: If an existing system and this is not known provide the best information available. However, systems installed after 9/13/02 must provide this data.

Soil type: e.g. fill, sandy till, gravel, sand Use terms such as fill, sandy till, gravel, sand, etc.

Distance to Nearest Private Drinking Water Well (within 1250 feet of the UIC well): If not known check with local Board of Health. All on-site wells must be shown on the site plan.

Distance to and the Name of the Nearest Public Water supply Source (within 2500 feet): If not known check at - <http://maps.massgis.state.ma.us/WSPA>. All on-site wells must be shown on the site plan. If you need assistance, check with the Customer Service Center at the Regional DEP office.

Distance to Nearest Septic System (within 500 feet of the UIC well): If not known check with local Board of Health. All on-site septic systems must be shown on the site plan.

D. Operational Status

Designed not yet Constructed: System is submitted for registration. Construction of the system has not started.

Under Construction: System is submitted for registration. Construction of the system has begun but the system has not been placed into operation.



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D. Operational Status (cont.)

Active: Includes any current well that has been operating prior to filing this application.

Temporarily Abandoned: Well(s) are not currently or have not recently been used to discharge fluids. Well may be used again. Entry points to the well(s) may have been plugged to prevent discharge into the wells.

Conversion to another well type: Converting a registered or a not previously registered well from one Well Code to another Well Code [see Class V Injection Well Type Table at the end of the instructions].

Partial Closure/ Conversion to another Well Type: Closure of a well type that is prohibited (i.e. motor vehicle waste disposal well) and conversion to a well type that is authorized (i.e. dustwater well).

Permanently Abandoned/Not Reported Previously: The well(s) have been closed previously but the closure activities were never submitted to MA DEP UIC Program for review and approval.

E. Site Information

All Plans and Maps Submitted Must Have a Title, North Arrow and a Scale of Distance.

Submit a Site Map (from tax map, subdivision plan) Which Clearly Show the Following:

- 1) the legal boundaries of the property
- 2) plat and lot number (from local tax assessor record maps);
- 3) location of public water supplies within 500 feet of the shallow injection well
- 4) all springs and surface water bodies and wetlands in the immediate area, plus all public and private drinking water wells within 500' of the property which are identified in the public record or otherwise known to you.

Provide a narrative description of the property and the feature to be registered. As an example:

"The site is on the west side of Main Street, the third building north of High Street. The well lies 100 feet off the southwest corner of the building."

Submit a Site Plan of the Residence with the Following:

- 1) location of buildings, property boundary lines, and abutting street with the nearest utility pole number;
- 2) location where groundwater table elevation, ledge test, percolation data, and soil profile data were collected;
- 3) location of all shallow injection well(s) and all drains, drain lines, treatment devices, drywells, cesspools, septic systems and other on-site discharges at the facility;
- 4) location of drinking water well(s) on the property, and any on abutting properties;

Description of the shallow injection well system and its major components: The description **must** contain a diagram including the plan view and cross sectional view of the shallow injection well system, indicating piping, junction boxes, tanks, treatment devices, wells and drainfields. Dimensions of all major components and design calculations **must** be included.

Submit a Narrative Statement: Describing how that this site conforms with *MA DEP Standard Design Requirements For Shallow Injection Wells* and that the appropriate design requirements has been incorporated into the system design (see UIC Program "MA DEP Standard Design Requirements For Shallow Injection Wells" - available @ <http://www.mass.gov/dep/brp/dws/uic.htm>).

Submit Material Safety Data Sheets (MSDS): For all chemical products stored or used at the facility which may discharge to the shallow injection well and or are known to be added to the effluent to the well.



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E. Site Information (cont.)

For Registrations of Stormwater Wells (5D2 and 5D4) if applicable:

Discharge from the UIC System: Attach a letter from the local municipality or other responsible party if there is a discharge from the UIC system to another offsite system.

Table of UIC Class V Residential Injection Well Types

**Injection Wells Are Classified in Title 40 of the Code of Federal Regulations
(40 CFR) Sections 144.6 and 146.5. Residential Class V Wells Are Subdivided as follows:**

Name of Well Type and Description	Ground Water Contamination Potential	Potential Contaminants	EPA Well Code
Residential Wells			
Storm Water Drainage Wells - receive storm water runoff from paved areas, including driveways, building roofs, etc.	Moderate	Contaminants from driveways, roofs & landscaped areas including herbicides, pesticides heavy metals, organics, nutrients and coliform bacteria.	5D2
Special Drainage Wells - used for disposing water from sources other than direct precipitation including groundwater infiltration and sump pumps.	Moderate-Low	Contaminants from chemicals stored near the sumps including, paints, cleaners, fertilizers, pesticides, automobile fluids and heating oil.	5G30
Heat Pump/Air Conditioning Return Flow Wells - reinject groundwater used to heat or cool a building in a heat pump system - shallow wells.	Low	Potable water with temperatures ranging from 90 deg to 110 deg F may have scale or corrosion inhibitors. Concern in transferring a contaminant from one aquifer to another.	5A7
Water Softener Regeneration and Other Discharges from Water Treatment Equipment Disposal -	Low - High	Calcium, magnesium, iron are the primary constituents. Also, other metals are often found	5X18
Abandoned Drinking Water Wells - used for disposal of waste.	Moderate	Potentially any kind of fluid, particularly hazardous chemicals and sewage.	5X29



Massachusetts Department of Environmental Protection

Addresses and Phone Numbers

DEP Boston
One Winter Street
Boston, MA 02108
Telephone: (617) 292-5500
Fax: (617) 556-1049
TDD: (617) 574-6868

William X. Wall Experiment Station
37 Shattuck Street
Lawrence, MA 01843
Fax: (978) 688-0352
Division of Environmental Analysis
Telephone: (978) 682-5237
Air Quality Surveillance
Telephone: (978) 975-1138

Division of Watershed Management
627 Main Street
Worcester, MA 01608
Telephone: (508) 792-7470
Fax: (508) 791-4131

DEP Western Region
436 Dwight Street
Suite 402
Springfield, MA 01103
Phone: (413) 784-1100
Fax: (413) 784-1149



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Agawam
Alford
Amherst
Ashfield
Becket
Belchertown
Bernardston
Blandford
Brimfield
Buckland
Charlemont
Cheshire
Chester
Chesterfield
Chicopee
Clarksburg

Colrain
Conway
Cummington
Dalton
Deerfield
Easthampton
East Longmeadow
Egremont
Erving
Florida
Gill
Goshen
Granby
Granville
Great Barrington
Greenfield
Hadley

Hampden
Hancock
Hatfield
Hawley
Heath
Hinsdale
Holland
Holyoke
Huntington
Lanesborough
Lee
Lenox
Leverett
Leyden
Longmeadow
Ludlow
Middlefield

Monroe
Montague
Monterey
Montgomery
Monson
Mount Washington
New Ashford
New Marlborough
New Salem
North Adams
Northampton
Northfield
Orange
Otis
Palmer
Pelham
Peru

Pittsfield
Plainfield
Richmond
Rowe
Russell
Sandisfield
Savoy
Sheffield
Shelburne
Shutesbury
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South Hadley
Southwick
Springfield
Stockbridge
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Tolland

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DEP Central Region
627 Main Street
Worcester, MA 01608
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North Brookfield
Oakham
Oxford
Paxton
Pepperell
Petersham
Phillipston
Princeton
Royalston

Rutland
Shirley
Shrewsbury
Southborough
Southbridge
Spencer
Sterling
Stow
Sturbridge
Sutton
Templeton
Townsend
Tyngsborough
Upton

Uxbridge
Warren
Webster
Westborough
West Boylston
West Brookfield
Westford
Westminster
Winchendon
Worcester

DEP Southeast Region
20 Riverside Drive
Lakeville, MA 02347
Phone: (508) 946-2700
Fax: (508) 947-6557
TDD: (508) 946-2795



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Mansfield
Marion
Marshfield
Mashpee

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Nantucket
New Bedford
North Attleborough
Norton
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Orleans
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DEP Northeast Region
1 Winter Street
Boston, MA 02108
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Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Drinking Water Program

BRP WS06e Residential Units

(four units or fewer)

Registration of Underground Discharges to Injection Wells ☐
Modification to an Existing UIC Registration (BRP WS-06e) ☐

See Instructions

UIC Registration Fee: check the appropriate category

☐ WS-06e. Residential Exemption (for four units or fewer)

the following well types (typical residential activities) are exempt from a UIC registration fee:
5A7, 5D2, 5G30 & 5X18

See Instructions

Transaction Type

Registration: ☐ Initial - new registration ☐ Initial - existing registration ☐ Closure/Registration

Modification: ☐ Change of owner/operator ☐ Change in or additional well/code(s)

☐ Change in location well(s) ☐ Change in # of discharge wells (+/-)

For modifications (required)

UIC Registration ID # issued by DEP in the original UIC Registration letter

A. Residential Unit Information

For modifications, enter only new or revised information.

Property name/Private Residence

Company name (if different)

Property Street Address

City/Town

State

Zip Code

County

Water Supply:

☐ Public
☐ Private

Telephone Number

Email (optional)

See Instructions

B. Owner/Operator Information

For modifications, enter only new or revised information.

Name of Owner

Street Address

City/Town

State

Zip Code

Telephone Number

Email (optional)

Ownership Type:

Private: ☐ Private ☐ Commercial ☐ Nonprofit ☐ Other: _____ specify

Public: ☐ Local ☐ Regional ☐ State ☐ Federal



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See Instructions

C. Injection Well Information

For modifications, enter only new or revised information.

Registration: ☐ Individual or ☐ Area

See Instructions -
Table at end

Well Type _____ Well Code _____

See Instructions

Well Construction (check all that apply) Number of wells: _____

☐ Drywell ☐ Dug well ☐ Cesspool ☐ Septic Tank ☐ Drainfield/Leachfield

☐ Trench Drain ☐ Other (describe): _____

See Instructions

Type of Discharge:

☐ Geothermal Heat Pump - open (5A7) ☐ Closed Loop Heat Pump (5A7)

☐ Groundwater Infiltration (5G30) ☐ Water Purification Discharge (5X18)

☐ Sump (5G30) ☐ Stormwater - roof drainage (5D2) ☐ Stormwater - other drainage

List water purification units discharging to Class V well:

See Instructions

of entry points to existing system # of entry points for proposed system Total # of entry points to system

See Instructions

Depth to water table (ft) Depth to bedrock (ft) Soil type(s) at site

See Instructions

Distance to nearest private drinking water well (within 1250 feet) Month/Year of well construction

See Instructions

Distance to nearest Public Water Supply (within 2500 feet) Name of nearest Public Water Supply

See Instructions

Distance to nearest wetland or water body Distance to nearest septic system

D. Operational Status

See Instructions

Well Operation Status:

☐ Designed, not yet constructed ☐ Under Construction ☐ Active

☐ Temp. abandoned ☐ Conversion to another well type

☐ Partial Closure / conversion to another well type (well code)

☐ Permanently abandoned / not reported previously



BRP WS06e Residential Units

(four units or fewer)

Registration of Underground Discharges to Injection Wells ☐

Modification to an Existing UIC Registration (BRP WS-06e) ☐

E. Site Information

Additional Information required:

Must be attached
- see Instructions

All additional information that is relevant to the installation or operation of this injection well and to the determination of its potential to endanger underground sources of drinking water (USDWs) – including a site map showing the facility and UIC well(s), on-site drinking water wells, all other on-site discharges and the drains leading to the well and/or drainage area served by the well. MSDS sheets for chemicals likely to be discharged into well must be submitted.

Who must register:

Any party who discharges to a Class V Well as defined in 310 CMR 27.00 must apply except those listed as exempt from the registration requirement as per 310 CMR 27.07.

If you have not previously registered and you are closing the use of the well(s) for one (or more) uses but want to continue using the well(s) for one (or more) uses you must mark the top of this form Change in or Additional Well Code(s) and attach to this submittal a Pre-Closure Form for the well(s)/activities being closed.

If you have not previously registered and you are converting the well from a “prohibited” use to a use that is “authorized by rule” you must mark the top of this form Conversion Change in or Additional Well Code(s) and attach to this submittal a Pre-Closure Form for the well(s) / activities being closed.

Who must submit a Modification Form:

If the Owner or Operator information changes you must notify the UIC program at least 30 days prior to the change(s).

If you are adding wells (Area Registration); relocating the well(s), changing the discharge (Well Code) to the well(s) or adding additional discharges (Well Code) you must notify DEP at least 60 days prior to the change.

If you are closing the well(s) and relocating the well(s) and are planning to have the same discharge (Well Code), you must mark the top of this form Relocation of Well(s) and attach to this submittal a Pre-Closure Form for the well(s) being closed.

Fee

Residential units (four units or fewer) effective 10/08/04 are exempt from the UIC application fee (no Transmittal Form needs to be submitted) for residential activities. There is no application fee associated with submitting a Modification application to an existing registration.

BRP WS-06e - Residential Unit (4 units or fewer) / Residential Activity – Fee Exempt

No Transmittal Form (or number) is needed when submitting a Modification to an existing Registration.

There is no annual compliance fee associated with this Registration.



BRP WS06e Residential Units

(four units or fewer)

Registration of Underground Discharges to Injection Wells ☐

Modification to an Existing UIC Registration (BRP WS-06e) ☐

F. Affidavit

The injection well(s) described above is used for placement or injection of fluids into the ground. I/we understand that this well is subject to inventory requirements and compliance with the regulations under the Underground Injection Control Program established pursuant to the Safe Drinking Water Act, P.L. 93-523, and amendments, and I/we hereby serve notice that the well is proposed or in service.

I/we agree:

1. That the well(s) described herein will not be used for discharges other than those described above;
2. That I/we will notify the Massachusetts DEP Drinking Water Program/UIC Program (on forms provided by the UIC program) if any of the information (including Ownership, Location or Type of discharge) for the above well(s) changes, but before the change (30 days minimum notice on ownership/operator and 60 day notice on all other changes);
3. That I/we will notify the Massachusetts DEP Drinking Water Program/UIC Program (on forms provided by the UIC program – Pre-Closure Notification Form) when the above well(s) is no longer in use, but before abandonment and file a Post-Closure Notification Form within seven days of completing the closure with the UIC program.
4. That I/we will maintain financial responsibility for the well described above; and
5. That I/we will provide a sampling tap (approved by DEP) and allow sampling at the point of injection.

I/We certify under penalty of law that I/we have personally examined and am familiar with the information submitted in this document and all attachments and based on my personal knowledge or inquiry of those individuals immediately responsible for obtaining the information, I/we believe the information is true, accurate, and complete. I/we am aware that there are significant penalties for submitting false information, including possible fines and imprisonment.

Signature

Date

Printed name of preparer

Position/Title



Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Drinking Water Program

BRP WS06e Residential Units

(four units or fewer)

Registration of Underground Discharges to Injection Wells ☐

Modification to an Existing UIC Registration (BRP WS-06e) ☐

Questions

Any questions may be directed to the UIC Program at (617) 348-4014 or to the UIC Contact at your Regional DEP Office.

MA DEP UIC Webpage - <http://www.mass.gov/dep/brp/dws/uic.htm>

Submit Application to:

MA DEP
Drinking Water Program
1 Winter Street – 6th Floor,
Boston, MA 02108
Attn: UIC Program

MAILING ADDRESSES

UIC Program, DEP Northeast Regional Office (NERO),
One Winter Street – 5th Floor, Boston, MA 02108

UIC Program, DEP Southeast Regional Office (SERO),
20 Riverside Dr., Lakeville, MA 02347

UIC Program, DEP Central Regional Office (CERO),
627 Main Street, Worcester, MA 01608

UIC Program, DEP Western Regional Office (WERO),
State House West, 4th Floor, 436 Dwight Street, Springfield, MA 01103

UIC Program, DEP Boston Office,
One Winter Street – 6th Floor, Boston, MA 02108

SERVICE CENTER PHONE NUMBERS:

Northeast Regional Office	617-654-6500
Southeast Regional Office	508-946-2714
Central Regional Office	508-792-7683
Western Regional Office	413-784-1100 ext. 214

Send duplicate copies of all forms to:

Local Board of Health
Local Plumbing Inspector